Meeting: Needs Assessment Date: 3/01/04 Time: 12-2:00 pm

Location: Room 420-B

Members Present												
Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Brenda Stimson, Co-Chair			\boxtimes									
Terry Lerma												
Keith Meeks			\boxtimes									
Waymond Burks												
Christina Fluker												
Lydia Meyers (alt)												
David Perkins			\boxtimes									
Sarah Farrell (alt)												
Deborah Sloss												
Dr. Calvin Trent			\boxtimes									
Denice Nixon (alt)												
Elizabeth Dawsey												
Mallory Waldman												
Marsha Polsinelli (alt)												
Selvy Hall												
Pat Jacobs												
Valerie Freeman												
Paula Wilson												
Sheryl Davis												
Guests												

Topic	Discussion	Action	Responsibility	Consult	Inform	Due Date
Approve agenda		Moved by Keith, seconded by Waymond				
Sites for city of Detroit survey collection	Decided on 15 locations in Detroit. Selvy will get parole contacts, Denice & Keith will pursue NSO's, Liz will work with CHAG's prevention program, Keith oher avenues, such as covenant house, and other programs for children and women.	Selvy, Denice, keith Liz to have their site locations to Chair by March 12 th . Moved by Liz,, seconded by Waymond Motion passed.	Selvy, Denice, Keith and Liz			3/12/04
Volunteers to help man the sites.	County Leaders/outreach committee must let Sarah know which of their sites will need volunteers	Moved by Selvy, seconded by Keith Motion passed.	County leaders /sub-committees			
Volunteer incentive to participate	\$10.00 CVS incentive will be given to volunteers (not SEMHAC council or RW providers)	Moved by Sarah. Friendly amendment by Mallory, give \$20 VCS for each 2 hour shift. Seconded by Keith. Motion passed.				
adjournment	End meeting	Moved by Keith, seconded by Liz				

Brenda StimsonChair/Co-Chair Signature

March 3, 2004 Date